

## Compliance Assessment Report

**Report ID:**  
**CAR\_NRW0036097**

**This form will report compliance with your permit as determined by an NRW officer**

Site	Lamby Way Depot	Permit Ref	EP3995FL			
Operator/Permit holder	Cardiff Council					
Regime	Waste Operations					
Date of assessment	11/12/2019	Time in	13:30	Out	14:30	
Assessment type	Site Inspection					
Parts of the permit assessed	A, B, C, F and G					
Lead officer's name	Bowder, Alex					
Accompanied by						
Recipient's name/position	Martin Williams/ Site Manager	Date issued	18/12/2019			

### Section 1 – Compliance Assessment Summary

This is based on the requirements of the permit under the Environmental Permitting Regulations or the licence under the Water Resources Act 1991 as amended by the Water Act 2003. A detailed explanation is captured in "Compliance Assessment Report Detail" (Section 2) and any actions you may need to take are given in the "Action(s)" (section 4). This summary details where we believe any non-compliance with the permit has occurred, the relevant condition and how the non-compliance has been categorised using our Compliance Classification Scheme (CCS). CCS Scores can be consolidated or suspended where appropriate, to reflect the impact of some non-compliances more accurately. For more details of our CCS scheme, contact your local office.

Permit conditions and compliance summary	CCS Category	Condition(s) breached
A1 - Specified by permit	A	
B1 - Infrastructure - Engineering for prevention and control of emissions	X	
B3 - Infrastructure - Site drainage engineering (clean and foul)	A	
C1 - General Management - Staff competency/training	A	
C2 - General Management - Management system and operating procedures	A	
C3 - General Management - Materials acceptance	A	
C4 - General Management - Storage, handling labelling and Segregation	A	
F1 - Amenity - Odour	A	
F2 - Amenity - Noise	A	
F3 - Amenity - Dust/fibres/particulates and litter	A	
F4 - Amenity - Pests/birds and scavengers	A	
F5 - Amenity - Deposits on road	A	
G2 - Monitoring and Records, Maintenance and Reporting - Records of activity, site diary/journal/events	A	

**KEY:** See Section 5 for breach categories, suspended scores will be indicated as such.

**A** = Assessed or assessed in part (no evidence of non-compliance), **X** = Action only,

**O** = Ongoing non-compliance, not scored.

<b>Number of breaches recorded</b>	<b>0</b>	<b>Total compliance score</b> (see section 5 for scoring scheme)	<b>0</b>
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**If the Number of breaches recorded is greater than zero, please see Section 3 for our proposed enforcement response**

## Section 2 – Compliance Assessment Report Detail

This section contains a report of our findings and will usually include information on:

- The part(s) of the permit that were assessed (eg. Maintenance, training, combustion plant, etc)
- Where the type of assessment was 'Data Review' details of the report/results triggering the assessment
- Any non-compliances identified
- Any non-compliances with directly applicable legislation
- Details of any multiple non-compliances
- Information on the compliance score accrued inc.
- Details of advice given
- Any other areas of concern
- Any actions requested
- Any examples of good practice
- A reference to photos taken

Officer Alex BOWDER attended Lamby Way at 14:00 on Wednesday 11 December 2019 to carry out a routine inspection of permit **EPR-EP3995FL**. The weather conditions were wet at the time of the visit. Met with business representative Martin WILLIAMS who showed the Officer around the permitted area and explained the operational procedures on site. Thank you for taking the time to go through operations.

### PREVIOUS CAR FORM ISSUES

- Submit outstanding waste returns for MRF. Ensure that future waste returns are submitted accurately and on time.
- Outline the infrastructure improvements intended for the rear of the MRF building.

### GENERAL OBSERVATIONS

#### MATERIAL RECYCLING FACILITY (MRF)

The Officer was shown around the facility, along with the material inputs and end-products. The organisation has constructed barriers, gates and painted floor markings throughout the unit to assist with Health and Safety efforts. Waste streams are separated out into different grades through the picking lines and then stored in their respective areas. Materials have different destinations depending on the waste type and grade - some of these are shipped abroad; this largely depends who offers the most competitive price.

Wastes are not stockpiled for long periods of time. The Officer asked if any material was transferred to the Transfer Station. It was stated that any residual plastic, such as ripped green bags, is separated, collected and classified as 'Dros'. Because this material has a plastic content, it has similar properties as RDF; this can be incinerated in appropriate facilities for energy.

The area out the back of the MRF has experienced large improvements over the past few years. The organisation has taken measures to reduce the historic seagull problem near the MRF station. There was

no excessive pest problem noted.

It was good to see that fencing has been erected along the site boundary to prevent litter leaving the site into any surrounding vegetation. The reën was free of litter and was clearly visible. The site also aims to install higher fencing in future to prevent any further material escaping containment.

The Officer spoke about sampling procedures in connection with the MRF regulations and the requirements under the legislation.

### **ADVISORY NOTE**

There was a small patch of infrastructure in the MRF where fractures were beginning to show in the flooring. Please make note of this area and act to repair any weakened areas of infrastructure, to ensure the system is fully sealed to prevent any run-off percolating through gaps in flooring.



Image 1 – showing the reën and road leading towards the MRF with erected boundary fencing – taken 11/12/19

## **HOUSEHOLD WASTE RECYCLING CENTRE (HWRC)**

The Officer inspected the various waste bays and found no evidence of permit non-compliances. Spoke about Waste Electrical and Electronic Equipment (WEEE) and the end destinations for SDA and LDA. Car batteries are kept in a sealed container and locked away for security reasons. Any potentially hazardous

materials such as paints, and chemicals are kept in locked containers clearly labelled. Housekeeping was very good at the time of inspection with limited litter present.

The old HWRC area is now used for empty skip and container storage. No wastes were present in this region at the time of inspection.

It was stated that a contractor cleans the drains and gullies on a regular basis to ensure the system is flowing correctly. No issues with the drainage system noted.

The Officer asked about the procedures for accepting hazardous wastes, such as asbestos. It was stated that this waste type is highlighted at the first instance, rejected and then segregated for storage. Contractors are then contacted to come and test the material to correctly classify and remove the waste if necessary.

No permit breaches recorded for this section of the permit.

## WASTE TRANSFER STATION

The organisation has recently installed electric barriers at the unit entrance to assist with Health and Safety procedures. Waste streams are separated into the various bays – there was no storage of green waste in this unit at the time.

Plasterboard and PVC plastics were among the materials. There is a high turnover of material as the site chooses to bulk up the waste and transport once a suitable tonnage is reached. It was also mentioned that green bag waste is stored in a bay within the station, as the MRF can only process so much without exceeding the tonnage threshold.

Spoke about the site's fire mitigation methods and who manages the site's Fire Plan going forward. This document will need to be reviewed annually. The business' Management System is kept on site in the office. Please ensure this is kept up-to-date with site activities and amended accordingly.

## WASTE RETURN DOCUMENTS

The last return was submitted on 07/10/2019.

**Please ensure future returns are submitted within the grace period.** The organisation is using the updated Waste Return spreadsheet that requires competence certification details. No issues apparent with waste classification or destinations.

If you have any issues with this report, please contact Alex Bowder on 0300 065 3394 or alex.bowder@naturalresourceswales.gov.uk

Thank you.

***In this document 'Natural Resources Wales' means the Natural Resource Body for Wales established by Article 3 of the Natural Resources Body for Wales (Establishment) Order 2012***

## EPR Compliance Assessment Report

**Report ID:  
CAR\_NRW0036097**

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Site	Lamby Way Depot	Permit Ref	EP3995FL
Operator/Permit holder	Cardiff Council	Date	11/12/2019

### Section 3 – Enforcement Response

You must take immediate action to rectify any non-compliance and prevent repetition. Non-compliance with your permit conditions constitutes an offence and can result in criminal prosecutions and/or suspension or revocation of a permit. Please read the detailed assessment in Section 2 and the steps you need to take in Section 4 below.

### Section 4 – Action(s)

This section summarises the actions identified during the assessment along with the timescales for when they will need to be completed.

Criteria Ref.	CCS Category	Action required/advised	Due Date
See Section 1 above			
B1	X	Restore weakened infrastructure area within the MRF.	17/03/2020

## Section 5 – Compliance notes for the Operator

To ensure you correct actual or potential non-compliance we may

- Advise on corrective actions verbally or in writing
- Require you to take specific actions verbally or in writing
- Issue a notice
- Require you to review your procedures or management system
- Change some of the conditions of your permit
- Decide to undertake a full review of your permit

Any breach of a permit condition is an offence and we may take legal action against you

- We will normally provide advice and guidance to assist you to come back into compliance either after an offence is committed or where we consider that an offence is likely to be committed. This is without prejudice to any other enforcement response that we consider may be required.
- Enforcement action can include the issue of a formal caution, prosecution, the service of a notice and/or suspension or revocation of the permit.

**See our Enforcement and Civil Sanctions guidance for further information**

This report does not relieve the site operator of the responsibility to

- Ensure you comply with the conditions of the permit at all times and prevent pollution of the environment
- Ensure you comply with other legislative provisions which may apply

### Non-compliance scores and categories

CCS category	Description	Score
C1	A non-compliance that could have a major environmental effect	60
C2	A non-compliance which could have a significant environmental effect	31
C3	A non-compliance which could have a minor environmental effect	4
C4	A non-compliance which has no potential environmental effect	0.1

**Operational Risk Appraisal (Opra)** - Compliance assessment findings may affect your Opra score and/or your charges. This score influences the resource we use to assess permit compliance.

## Section 6 – General information

### Data protection notice

The information on this form will be processed by the Natural Resources Wales (NRW) to fulfil its regulatory and monitoring functions and to maintain the relevant public register(s). The NRW may also use and/or disclose it in connection with:

- Offering/providing you with its literature/services relating to environmental matters
- Consulting with the public, public bodies and other organisations (eg. Health and Safety Executive, local authorities) on environmental issues
- Carrying out statistical analysis, research and development on environmental issues
- Providing public register information to enquirers
- Investigating possible breaches of environmental law
- Assessing customer service satisfaction and improving its service
- Freedom of Information Act/Environmental Regulations request

The NRW may pass it on to its agents/representatives to do these things on its behalf. You should ensure that any persons named on this form are informed of the contents of this data protection notice.

### Disclosure of information

The NRW will provide a copy of this report to the public register(s). However, if you consider that any information contained in this report should not be released to the public register(s) on the grounds of commercial confidentiality, you must write to your local area office within fifteen working days of receipt of this form indicating which information it concerns and why it should not be released, giving your reasons in full.

### Customer charter

#### What can I do if I disagree with this compliance assessment report?

If you are unable to resolve the issue with your site officer, you should firstly discuss the matter with officer's line managers using the informal appeals procedure. If you wish to raise your dispute further through our official Complaints and Commendations procedure, phone our general enquiry number 0300 065 3000 (Mon to Fri 08.00 – 18.00) and ask for the Customer Contact team or send an email to [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk). If you are still dissatisfied you can make a complaint to the Public Services Ombudsman for Wales. For advice on how to complain to the Ombudsman phone their helpline on 0845 607 0987.

#### Welsh Language

If you would like this form in Welsh please contact your Regulatory Officer.